

GOVERNMENTAL OPERATIONS

Agency 103

Department of Community, Trade, and Economic Development

Recommendation Summary

Dollars in Thousands

	Annual FTEs	General Fund State	Other Funds	Total Funds
2005-07 Expenditure Authority	348.9	127,370	348,778	476,148
Total Maintenance Level	338.9	80,999	337,066	418,065
Difference	(10.0)	(46,371)	(11,712)	(58,083)
Percent Change from Current Biennium	(2.9)%	(36.4)%	(3.4)%	(12.2)%
Performance Changes				
Buildable Lands Planning		1,600		1,600
Aerospace Coordinator	1.0	400		400
Job Development Fund Administration	(2.0)		(430)	(430)
Business Recruitment		300		300
Business Capital		200		200
Local Government Fiscal Notes	2.0	354		354
Initiative 937 Rule Writing	.4	80		80
Pilot Transfer of Development Rights Program		1,000		1,000
Associate Development Organization Funding #		6,600		6,600
Domestic Violence Grants		690		690
2010 Olympics Marketing		856		856
Reemployment Services		1,810	(1,810)	
Grants, Contracts, Loan Management System		1,022	1,372	2,394
Choose Washington Website Upgrades		130		130
Tourism Expansion #			9,000	9,000
Creating a Data Warehouse	3.0	1,046		1,046
Community Development Block Grant		300		300
Maintaining PWB Customer Service	1.0		218	218
Increase Services to Crime Victims	2.0		1,960	1,960
Revise Pension Gain-Sharing #		(90)	(56)	(146)
Nonrepresented Staff Health Benefit		127	50	177
WFSE Collective Bargaining Agreement		598	840	1,438
Nonrepresented Staff Salary Change		1,420	542	1,962
Subtotal	7.4	18,443	11,686	30,129
Total Proposed Budget	346.2	99,442	348,752	448,194
Difference	(2.7)	(27,928)	(26)	(27,954)
Percent Change from Current Biennium	(0.8)%	(21.9)%	0.0%	(5.9)%
Total Proposed Budget by Activity				
Community Services Block Grant	3.0		15,770	15,770
Court-Appointed Special Advocates (CASA)	.1	622	4	626
Developmental Disabilities Council	8.0	249	3,441	3,690
Developmental Disabilities Endowment Fund	1.5		534	534
Services to Crime Victims	8.8	8,720	25,587	34,307

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	Annual FTEs	General Fund State	Other Funds	Total Funds
Emergency Food Assistance Program	3.9	7,584	41	7,625
Strengthening Criminal Justice Response to Victims of Crime	2.3	1,424	8,382	9,806
Long-Term Care Ombudsman Program	.7	1,227	7	1,234
Low-Income Home Energy Assistance Program	8.1		78,127	78,127
Office of Crime Victims Advocacy	4.5	298	615	913
Re-employment Support Centers	.1	1,810		1,810
Residential Energy Assistance Challenge	.1		1,823	1,823
Retired Senior Volunteer Program	.2	375	4	379
Sexual Assault Prevention Program	.7			
Agency Administration	71.4	8,022	9,119	17,141
WorkFirst/Community Jobs	8.5			
Community Economic Revitalization Board and Program	2.9	57	448	505
Film and Video Office	3.1	671	4	675
Tourism Development	9.7	8,060	9,134	17,194
Washington Technology Center		5,720		5,720
Business Incubator Assistance				
Business and Project Development Assistance	15.3	6,266	23	6,289
Local Economic Development Capacity Building	6.1	7,802	747	8,549
Economic Development Finance Lending	8.8	1,443	4,598	6,041
Economic Development and Contract Management	2.3	158	4,009	4,167
Local Economic Development Financial Assistance	5.8	3,795	1,071	4,866
State Energy Policy	4.8	298	867	1,165
EFSEC Siting and Monitoring	12.3		9,953	9,953
Lead-Based Paint Hazard Mitigation	3.9		2,811	2,811
Improve and Preserve the Affordability of Low Income Housing	10.1		35,619	35,619
Manufactured Home Installer Training and Certification	1.1			
Manufactured Housing Consumer Complaint Investigation and Resolution	.9		111	111
Mobile Home Relocation Assistance	.6		377	377
Farm Worker Housing	2.2		974	974
Homeless Housing and Assistance	13.1	9,873	28,361	38,234
Housing for Vulnerable and Special Needs Populations	.8		1,677	1,677
Affordable Housing Development	33.2	125	43,899	44,024
State Building Code Council	4.5		982	982
Overseas Office Contract Activities	.1	1,557	8	1,565
Small Business Export Finance Center of Washington		440	4	444
International Export Promotion Program	14.4	3,180	275	3,455
Bond Cap Allocation Program for Tax Exempt Financing Authorization	1.6		413	413
Land Use Assistance Program		2,008	4	2,012
Community Development Block Grant (CDBG)	9.8	662	36,451	37,113
Community Mobilization Against Substance Abuse and Violence	5.4		7,726	7,726
Drinking Water State Revolving Fund	5.4		197	197
Drug Prosecution Assistance Grants	.3	3,303	520	3,823
Forensic Sciences Improvement	.1		384	384
Growth Management	23.1	10,003	57	10,060

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	Annual FTEs	General Fund State	Other Funds	Total Funds
Local Government Fiscal Notes	4.0	609		609
Municipal Research Council	.1			
Project Safe Neighborhoods	.1		296	296
Public Works Trust Fund	9.8		2,159	2,159
Residential Substance Abuse Treatment	.6		120	120
Small Communities Initiative	2.1		256	256
Drug Control and System Improvement Grants	5.0		9,356	9,356
Community Projects				
Asset Building for Working Families	1.5			
Other Statewide Adjustments		3,081	1,407	4,488
Total Proposed Budget	346.2	99,442	348,752	448,194

PERFORMANCE LEVEL CHANGE DESCRIPTIONS

Buildable Lands Planning

Statute requires six counties (Snohomish, King, Pierce, Kitsap, Thurston, and Clark) to develop "Buildable Lands" reports every five years. The reports identify which parcels of land are targeted to experience housing growth in the next 20 years. Funding is provided to those counties to develop and monitor their housing plans, and to replace funding that was discontinued in previous biennia because of a lack of resources.

Aerospace Coordinator

Funding is provided for one FTE staff to represent the Department and the Governor with the aerospace industry to strengthen and promote this critical sector. Activities include trade shows, marketing, sector relations, policy development, and identifying opportunities to advance the industry.

Job Development Fund Administration

Consistent with 2005 legislation, administrative costs for the Job Development Fund program are funded in the capital budget. (Public Works Assistance Account-State)

Business Recruitment

A consultant selected by competitive bid will identify specific business recruitment targets related to industry clusters, make initial contact and coordinate meetings with target firms, and connect businesses to Department staff and local economic development partners. This work will lead to new businesses locating in Washington.

Business Capital

Businesses will be created and expanded by connecting entrepreneurs with angel investors. Angel investors are individuals or organizations that provide venture capital to entrepreneurs. A contractor will provide training to entrepreneurs on how to access capital and arrange a number of events that will connect investors with businesses.

Local Government Fiscal Notes

One full-time FTE staff and two temporary session staff are added so that local government fiscal notes will be improved and completed on time.

Initiative 937 Rule Writing

Initiative 937 (New Energy Resources), which passed in November 2006, requires the Department to develop rules for non-investor-owned utilities to report on the energy conservation and renewable energy requirements set forth in the initiative. Rules must be adopted by December 31, 2007.

GOVERNMENTAL OPERATIONS

Pilot Transfer of Development Rights Program

A grant is provided to the Cascade Lands Conservancy (CLC) to conduct work consistent with the Future of Washington's Forests Report on Land Conversion and Forest Viability by collaborating with the Washington Farm Forestry Association, Family Forest Foundation, and affected local governments to demonstrate proof of concept for transferring/securing/leasing development rights and conservation easements from forest landowners who want to keep their lands in forest management. If money is appropriated in the state capital budget or federal budget for this purpose, CLC may apply for and use these funds to conduct transactions as described above. CLC shall deliver a progress report to the Governor and relevant natural resources committees in the Legislature by September 30, 2008, and a final report by June 30, 2009.

Associate Development Organization Funding #

Local economic development policy is implemented through associate development organizations (ADO) which contract with the Department. This item increases and stabilizes funding for this activity. Proposed legislation updates the ADO's activities regarding recruitment and retention of business and creates proposed performance measures.

Domestic Violence Grants

Funding is needed to continue domestic violence legal advocacy services to address a reduction in federal funding.

2010 Olympics Marketing

Funds are provided to promote Washington as a destination for tourism and business activities, seminars to inform state companies about opportunities, a media campaign, and support for communities trying to attract sports-related events.

Reemployment Services

Funding for the Department's local re-employment grants and community economic development assistance is shifted from the Administrative Contingency Account to the state general fund. (General Fund-State, Administrative Contingency Account-State)

Grants, Contracts, Loan Management System

The Office of Financial Management, Statewide Financial Systems, in collaboration with the Washington State Departments of Ecology and Community, Trade and Economic Development has initiated an enterprise project to manage grants, contracts, and loans (GCL). Currently, GCLs are managed with agency or program specific spreadsheets and databases. Those systems will be replaced with one centralized, easily accessible system. (General Fund-State, Various Other Funds)

Choose Washington Website Upgrades

Nearly all preliminary searches for business site locations occur via the Internet. Enhancing the Geographic Information System capabilities of the ChooseWashington website will assist businesses by reducing the time and costs associated with obtaining potential site information.

Tourism Expansion #

A Washington Tourism Commission is created to market Washington as a tourism destination. (Tourism Enterprise Account-Nonappropriated, Tourism Development and Promotion Account-Nonappropriated)

Creating a Data Warehouse

Agency program effectiveness will be improved by consolidating existing program data into a centralized location, allowing for more efficient monitoring and retrieval of information. Development of a data warehouse will allow the agency to integrate and organize disparate data applications, recognize customers across program lines, better understand clients and customers' needs, monitor business and community conditions, and identify general economic and cultural trends.

Community Development Block Grant

Funds are provided as a state match to access federal Community Development Block Grant administrative funds.

GOVERNMENTAL OPERATIONS

Maintaining PWB Customer Service

The addition of a staff position will maintain customer service and program accountability. The Public Works Board's (PWB) loan portfolio consists of approximately 1,600 loans, half of which have been added since the 2001-03 Biennium. Staff is needed to address the cumulative workload increase, and to manage projects consistent with the protection of archaeological and historic sites. (Public Works Assistance Account-State)

Increase Services to Crime Victims

Services to crime victims will be improved by providing additional training for service providers and implementing a statewide system of service delivery with approximately 60 new contracts with community agencies. Two FTE staff are added to manage the program. (General Fund-Federal)

ACTIVITY DESCRIPTIONS

Community Services Block Grant

The Community Services Block Grant (CSBG) is authorized by the federal Omnibus Reconciliation Act of 1981 (PL 97-35, as amended) for the benefit of people with incomes at or below 125 percent of the poverty line. CSBG allows communities to develop and provide anti-poverty services and community development activities that best meet their local needs. Funds can be used for direct services, to raise other funds, to support certain capital investments, and to advocate on behalf of people living in poverty. CTED staff monitor contracts with 31 community action agencies and provide ongoing training and technical assistance, board training and development, and strategic planning.

Court-Appointed Special Advocates (CASA)

CTED's Office of Crime Victims Advocacy contracts with the Washington State Association of CASA/GAL to provide training, program development assistance, and consultation to local programs that recruit, train, and supervise CASA advocates.

Developmental Disabilities Council

Conduct advocacy, systemic change and capacity building activities that lead to a comprehensive system of supports and services for people with developmental disabilities and their families that contribute to independence, inclusion and integration into all aspects of community life.

Developmental Disabilities Endowment Fund

Enroll new accounts & provide matching funds and earnings that build assets for the beneficiary with developmental disabilities.

Services to Crime Victims

The Office of Crime Victims Advocacy (OCVA) administers a number of state and federal programs that fund advocacy and treatment services to victims of crime. Community agencies deliver these services, including information and referral, crisis intervention, legal advocacy, medical advocacy, general advocacy and support, support groups, and therapy.

Emergency Food Assistance Program

Authorized by RCW 43.330.130, the Emergency Food Assistance Program (EFAP) combats hunger and improves health among low-income individuals and families by supporting nutritious food distribution, food banks, and tribal food voucher programs. This results in improved school performance and less illness, contributing to fewer days missed at work or school. CTED contracts with 33 tribes and 28 local community agencies, which subcontract with 320 nonprofit food bank organizations statewide. EFAP funds may be used to purchase and distribute food, to cover the cost of grocery food vouchers, and for administrative expenses. CTED staff develop and issue EFAP contracts, provide contract oversight, monitor program compliance, offer technical assistance and training, and oversee two advisory committees.

GOVERNMENTAL OPERATIONS

Strengthening Criminal Justice Response to Victims of Crime

The purpose of programs in this activity is to make victims safer and offenders more accountable, as well as to facilitate victim participation in criminal justice and corrections systems. These goals are furthered by OCVA contracting with local law enforcement, courts, and prosecutors to enhance the coordination of and response to victims of crime in their respective jurisdictions.

Long-Term Care Ombudsman Program

States are required by the federal Older Americans Act to have a Long-Term Care Ombudsman Program (LTCOP). CTED administers our state's LTCOP under Chapter 43.190 RCW using multiple funding sources, including an interagency agreement with DSHS for Older Americans Act (Titles III-B and VII) funds, State General Fund, Medicaid (Title XIX) match, and some local dollars. LTCOP ensures the safety and quality of care of long-term care facility residents by intervening when complaints and situations of possible abuse, neglect, or exploitation arise. Over 400 volunteer ombudsmen are trained, certified, and assigned to nursing homes, boarding homes, and adult family homes. CTED contracts with a nonprofit organization to run the program, which subcontracts with 14 regional programs and two legal services contractors. CTED staff negotiate funding with DSHS; develop the statewide LTCOP contract; monitor expenditures and performance; provide technical assistance; and approve plans, policies, and processes.

Low-Income Home Energy Assistance Program

The Low-Income Home Energy Assistance Program (LIHEAP) is a federal block grant program authorized by the Low-Income Home Energy Assistance Act of 1981 (Title XXVI of PL 97-35, as amended). LIHEAP helps households with incomes below 125 percent of the federal poverty level meet home heating costs and avoid utility shut-off and use of unsafe heating alternatives. CTED contracts with 27 community-based organizations and units of local government to provide funds directly to utility companies on behalf of eligible households. Contractors also provide energy education, furnace repair/replacement, and referrals for other services. CTED administers contracts, monitors compliance, provides technical and administrative assistance, and establishes policies and procedures. During the 2005-07 Biennium, an additional \$7.6 million will be available for this activity from the Utilities and Transportation Commission.

Office of Crime Victims Advocacy

Authorized under RCW 43.280, CTED's Office of Crime Victims Advocacy (OCVA) provides input to state and local agencies regarding the impact of their policies and procedures on victims of crime. OCVA helps communities develop programs to assist victims by providing funding, training, and consultation to local agencies and organizations. OCVA also provides direct services to victims who believe their statutory or constitutional rights have not been upheld, including referrals and linkages for victims of crime to their local community resources.

Re-employment Support Centers

Per RCW 39.34 and 43.330.130, the Re-employment Support Centers (RSC) program provides the newly unemployed with coordinated services to eliminate emotional, physical, medical, and financial barriers that hamper a person's ability to conduct an effective job search. Rapid response and counseling services include assistance with benefits entitlement, and financial, personal, and family issues. Other services include assistance with job search and training; budget and credit counseling; shelter, utility and food costs; medical/dental care; and mental health, domestic violence and substance abuse counseling. Through an interagency agreement with the Employment Security Department, CTED contracts with three nonprofits to provide services in several cities and on tribal reservations in King, Jefferson, Clallam, Grays Harbor, and Pacific counties. CTED staff negotiate and approve each contract; monitor expenditures and performance; and provide technical assistance.

Residential Energy Assistance Challenge

The Residential Energy Assistance Challenge (REACH) Option Grant is a competitive, three-year federal grant. Washington's Low-Income Home Energy Assistance program has been awarded grants for the last two funding cycles, most recently in fall 2003 for \$1 million. The REACH grant program increases the self-sufficiency of low-income families by securing long-term and sustainable fixed-price energy sources and non-federal energy assistance by participating in the rollout of Washington's wind power industry. The REACH program helps low-income agencies acquire and operate wind-turbines, exchanging the energy produced for rate discounts/rebates to low-income customers. It also helps them become part owners in cooperatively-owned wind farms with power set aside for low-income households. CTED contracts with a lead entity; monitors performance and compliance; reimburses expenditures; provides technical assistance, policies, and procedures; and contracts for the required project evaluation component.

Retired Senior Volunteer Program

CTED administers state funds for the federal Retired and Senior Volunteer Program (RSVP) under RCW 43.63A and RCW 43.330.130 to provide a portion of the required 30 percent cash match. RSVP uses the talents and lifelong experience of volunteers over age 55 to help with diverse community needs. Local RSVP coordinators recruit, screen, and work with city, county, and nonprofit programs throughout the state to place volunteers where needed. RSVP retired executive programs assist small businesses with planning, start up, and problem solving. CTED contracts with the Washington Association of RSVP Directors, which subcontracts with 18 local RSVP programs. CTED staff negotiate the statewide contract, monitor expenditures and performance, and provide technical assistance.

Sexual Assault Prevention Program

The Sexual Assault Prevention (SAP) program is authorized under the federal Violence Against Women Act, Title IV of the Violent Crime Control and Law Enforcement Act of 1994. CTED's Office of Crime Victims Advocacy (OCVA) receives program funds through an interagency agreement with the state Department of Health. The purpose of the SAP program is to increase awareness of sexual abuse/assault and help communities prevent sexual violence through presentations and educational activities. OCVA contracts with community-based sexual assault programs to conduct local prevention activities. OCVA staff ensure compliance with service delivery and management standards through contract monitoring, program accreditation, and providing technical assistance, training, and development services to contractors.

Agency Administration

Agency Administration represents less than 2 percent of CTED's total operating and capital budgets, and includes the services and costs which provide effective direction, management, and support of the agency. The Director's Office is responsible for the overall management and leadership of CTED in the program areas of housing, community services, local government, economic development, international trade, energy policy, and the community jobs component of WorkFirst. Functions include strategic policy development and research, communications, and government relations. Administrative Services provides financial and office services to all programs and divisions in CTED. Financial Services includes budgeting, a portion of accounting, contracting, and audit review. Office Services includes facility management, purchasing and inventory services, and mail processing. Human Resources recruits and screens applicants; provides information on training and development services; and implements the state civil service system, including merit system rules and the classification and pay system. CTED Agency Administration costs are supported by all programs and fund sources, through a combination of direct appropriation and indirect assessments. The agency negotiates an annual indirect cost rate with the cognizant federal agency.

WorkFirst/Community Jobs

This activity delivers services to support Work First participants in attaining a job and advancement. Community Jobs (CJ) provides temporary community-based work and skill building experience to Temporary Assistance to Needy Families (TANF) parents encountering barriers entering the regular job market. Community Jobs has enrolled 14,000 participants to date, placing in excess of 65% in unsubsidized employment within 9 months of enrollment. The Biennial Allotment of the Interagency Agreement amounts to \$23,830,000.

GOVERNMENTAL OPERATIONS

Community Economic Revitalization Board and Program

Pursuant to RCW 43.160, the Community Economic Revitalization Board (CERB) is authorized to make strategic investments in publicly owned economic development infrastructure projects that serve as catalysts for targeted sector business growth and job creation. CERB's 19 members represent public and private sectors statewide. Through its Traditional and Rural Programs, CERB makes low-interest loans (and grants in unique circumstances) available to ports, local governments, federally recognized tribes, public utility districts, and public development corporations to finance publicly owned economic development infrastructure in areas where growth is desired. Examples include bridges, roads, domestic and industrial water and sewer, port facilities, telecommunications, and general-purpose industrial buildings. CERB infrastructure investments must spur job creation or job retention in manufacturing, food processing, assembly, warehousing, industrial distribution, advanced technology, or other key sectors in areas of high unemployment. CERB is also responsible for developing and administering the Job Development Fund (JDF) and Local Infrastructure Financing Tool (LIFT) Programs. (CERB staffing is provided by CTED, via the Community Economic Assistance Center and Project Development Services. Only a portion of the cost of managing CERB's resources, providing staff to the Board, and assisting applicants with project development is supported by CERB's dedicated revolving account, Fund 887.)

Film and Video Office

The Washington State Film Office markets, provides technical assistance, and serves as an informational clearinghouse to individuals and entities engaged in film, television, and commercial production in the state. Since 1992, 1,420 projects have filmed in the state, generating \$342 million in direct spending, and creating over 50,000 local temporary jobs. The state has realized an average of \$100 to \$1 return on its investment. Production expenditures include salaries, lodging, location rentals, security, catering, and vehicle and equipment rentals. The Film Office assists production companies on all matters related to their project; works to increase opportunities for local film businesses, organizations, and new filmmakers; and uses various techniques to market the state, such as workshops, industry trade shows, and use of digital technology and the Internet for information accessibility.

Tourism Development

The Washington State Tourism Office (WST) markets the state as a travel destination in order to increase visitor revenues year-round throughout the state, with emphasis on rural or under-visited areas. WST assists the state's visitor industry in developing statewide, regional, and community marketing and product development. It increases tax revenue derived from visitor spending; provides technical assistance and international and domestic marketing activities; helps communities that have identified tourism as a part of their economic development strategy; and increases visitor nights and visitor spending in shoulder season months and in rural areas of the state.

Washington Technology Center

CTED contracts with the Washington Technology Center (WTC) to support the work of the center. WTC facilitates partnerships between universities, private industry, and government which stimulate the economy with revenue generation, new companies, and job creation. The partnerships develop and transfer innovative technology to meet company needs in targeted industry sectors. The WTC's annual survey of companies and university partners showed a combined investment of more than \$30 million after WTC involvement, including over \$8.6 million in private sector funding into Washington small businesses in the last year. Overall, the WTC current leverage factor is \$10.70 in non-state investment for every \$1 in state funding. At the same time, over 90 percent of WTC work was with companies of fewer than 100 employees - a sector in need of both technical and financial assistance to support their growth opportunities.

Business Incubator Assistance

Pursuant to 43.176 RCW, CTED is authorized to provide start-up and operating assistance to qualified small business incubators. CTED may award grants to qualified small business incubator organizations for the costs of facility construction and equipment up to \$3 million per recipient and the costs of providing technical assistance to businesses up to \$125,000 per recipient.

Business and Project Development Assistance

Business and Project Development provides direct assistance to retain, expand and attract businesses to Washington's communities. This activity provides consultative services, develops public and private financial partnership options, and provides tax incentive packages and marketing services to grow segments of Washington's commercial and industrial base, encouraging investment and job creation.

Local Economic Development Capacity Building

Through technical assistance, specialized training, and information and research services, this activity strengthens the skills and expertise of community leaders, economic development professionals, and small businesses to accomplish their economic development goals. Collaboration and cooperation is fostered by sharing information and data; teaching new tools, techniques, and service delivery models; and demonstrating cutting edge strategies and best practices.

Economic Development Finance Lending

Economic Development Finance Lending utilizes federal funds for economic development loans and grants in order to finance capital gaps for businesses and provide loans for business related economic redevelopment and brownfields cleanup. The finance staff administers loans and grants, and assists business clients in accessing private lending capital or other government-related capital programs.

Economic Development and Contract Management

The Energy Policy Division (EPD) promotes the state and its businesses in the global and domestic marketplaces by actively supporting the development and expansion of the renewable energy, energy efficiency, fuel cell, and related industries. Activities include providing technical assistance to clean energy companies and CTED economic development staff, and strategically investing oil overcharge funds in industry development, such as market research, incubator development, workshops and forums. The EPD manages the federal State Energy Program (SEP) and Oil Funds Settlement Agreements between the U.S. Department of Energy, state Attorney General's Office, U.S. District Court, and Energy Policy Division. This division also partners with the WSU Energy Program, other state agencies, and public and private organizations in identifying and securing federal funds for activities and projects that support state energy priorities, such as energy education, energy efficiency in public buildings, improved energy codes, renewable energy, alternative fuel development, and economic development and industrial competitiveness.

Local Economic Development Financial Assistance

This activity provides and manages funding awarded to local entities (i.e., local governments, Associate Development Organizations, Hanford Area Economic Assistance Fund Advisory Committee, Tribes and other economic development partners) to plan and carry out economic development activities and services that result in business development, retention, and expansion; job creation and retention; and economic diversification over the short and long term. The funding is managed using integrated project selection and contract management systems that ensure an appropriate fit between the proposed use of the funding and the proposed source of funding.

State Energy Policy

The Energy Policy Division (EPD) is a key source of policy support, analysis, and information for the Governor, Legislature, CTED, and other energy decision makers. It provides web-based data and analysis on key energy issues including natural gas supply and pricing, alternative fuels development, climate change mitigation, energy efficiency, renewable energy development, mitigation of greenhouse gas emissions, and energy supply and price stability. EPD provides technical and policy support to Washington members of the NW Power and Conservation Council, other state agencies, and state congressional officials on federal and regional energy policies and legislation. Working with an advisory committee, stakeholders, and the public, EPD develops and implements the State Energy Strategy. The Energy Policy Division ensures statewide energy security and preparedness by protecting the state's energy infrastructure (especially electricity, petroleum, and natural gas). During energy supply or other energy emergencies, it provides assistance to the state emergency operations center, Governor's office, energy companies, utilities, local governments, and others. As needed, it implements emergency actions set forth in RCW 43.21G.

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EFSEC Siting and Monitoring

As required by RCW 80.50, the Energy Facility Site Evaluation Council (EFSEC) provides a one-stop siting process for major thermal energy facilities in the state, as well as alternative energy facilities that wish to opt-in to the EFSEC process. EFSEC conducts rigorous application and environmental reviews that include adjudicative proceedings and public hearings to determine if a proposed energy facility will meet federal, state, and local standards, and will propose mitigation for significant environmental and socioeconomic impacts. If the Governor approves an energy facility, a single state permit is issued in lieu of all other state and local permits. Once a facility is sited, EFSEC is required to monitor construction and operation of the facility for compliance with the permit conditions such as air and water discharges, noise, and traffic, and to ensure that the required environmental and socioeconomic mitigation is achieved. Applicants and site permit holders are required to pay EFSEC costs associated in its siting process and permit compliance monitoring.

Lead-Based Paint Hazard Mitigation

The Lead-Based Paint program provides services to ensure work performed in homes will be done in a safe and healthy manner. The program is responsible for processing certification and accreditation applications, tracking licensees, reviewing training and program effectiveness, providing technical assistance, investigating potential violators, enforcing rules, conducting outreach, maintaining the lead-safe housing registry for low-income housing, and reporting to federal, state, and interested parties.

Improve and Preserve the Affordability of Low Income Housing

The Low-Income Weatherization program improves energy efficiency and preserves affordability of low-income housing through energy conservation measures such as insulating attics, walls and floors; air sealing homes; modifying or replacing inefficient furnaces; and other cost-effective repairs and retrofits. CTED passes through approximately 95 percent of funds to local, public, and private nonprofit agencies that deliver these services to nearly 9,000 low-income households. The weatherization program demands thorough knowledge of all aspects of building construction, materials, tools, and standards. To ensure adequate technical training of community service providers, CTED co-hosts a regional conference, Energy OutWest.

Manufactured Home Installer Training and Certification

The Installer Training and Certification program provides quality training to ensure adequate manufactured home installations for homeowners. Training, testing, certification, continuing education and technical assistance are provided to installers, building inspectors, and retailers in Washington State.

Manufactured Housing Consumer Complaint Investigation and Resolution

The Manufactured Housing Consumer Complaint program protects manufactured home homeowners from substandard housing and ensures industry compliance with federal construction standards. CTED administers both state and federal programs. CTED coordinates and oversees the handling of consumer complaints and landlord-tenant disputes and seeks to achieve resolution through negotiation. Investigations are performed when necessary to determine problem causes and appropriate remedial action.

Mobile Home Relocation Assistance

The Mobile Home Relocation Assistance program provides the only financial assistance available to homeowners forced to move their homes as a result of mobile home park closures. Reimbursement of actual, documented expenses, up to the published maximums, are paid directly to eligible homeowners.

Farm Worker Housing

Farm Worker Housing involves the provision of seasonal, permanent, and emergency housing development for migrant and local farm workers. Operating assistance, technical assistance to housing developers, emergency hotel vouchers, partnership development, on-farm infrastructure, and seasonal camps are provided through state operating resources. Housing construction or rehabilitation is provided through the Housing Trust Fund. Collaboration between the Department of Health, Department of Natural Resources, Department of Labor and Industries, growers, housing developers, and local communities is critical for effective implementation of any plan to provide safe, affordable housing to farm workers.

Homeless Housing and Assistance

Homeless population needs go beyond shelter for the night to include transitional services and permanent housing assistance. A continuum of care system provides housing with supportive services so that individuals and families can successfully move from crisis and shelter to more stable, permanent housing. This system provides a range of housing options including emergency shelter; temporary one-night housing; short-term housing; and longer-term transitional housing for up to two years, and permanent affordable housing. Linkages to supportive services are key to quickly returning people who are homeless to stability and more healthy circumstances.

Housing for Vulnerable and Special Needs Populations

Programs included within the Special Needs Housing activity provide housing assistance to persons with AIDS, chronic mental illness, and physical and developmental disabilities. These populations include individuals who rely upon rental assistance, counseling, job training services, and financial services, often from the same or similar service providers. The collective management of these programs ensures economies of scale and appropriate technical assistance to providers on similar service activities.

Affordable Housing Development

Currently, more than 405,000 low-income Washington households pay a disproportionate share of their incomes for housing. Efforts to create sustainable, affordable housing for low-income households include construction, acquisition, and rehabilitation of multi-family and single-family housing projects; housing needs studies; housing project compliance verification; housing project asset management, and technical assistance to housing developers and housing managers. Resources include federal HOME Investment Partnership, operating Housing Trust Account, and capital Housing Trust Fund. non- set aside of \$49 million.

State Building Code Council

The State Building Code Council was created in 1974 by the enhancement of the State Building Code Act (RCW 19.27) to advise the Legislature on building code-related issues, and was given rule-making authority in 1985 to adopt updated editions of the building codes. The council is composed of 15 governor-appointed members to represent all aspects of building design, engineering, and construction, as well as local government interests and the general public. The council also has four legislative ex-officio members and one state agency ex-officio member representing the Department of Labor and Industries. The State Building Code Council, supported by staff, reviews and approves/disapproves statewide amendments to the state building codes. The council staff provides support to the council and technical advisory groups; provides technical assistance to the construction industry and the public; and conducts studies on building and fire codes as required by the Legislature. The council appoints advisory groups representing industry and government organizations affected by special topics to review national model codes and propose state and national amendments to enhance consistency between states.

Overseas Office Contract Activities

The overseas offices provide information on Washington to foreign clients, provide marketing information on foreign markets (China, Europe, Japan, and Korea) to Washington businesses, and facilitate mutually beneficial economic relations between regions. The contracted scope of work is to support the expansion and location of businesses in Washington; provide international business assistance to Washington businesses to support their entry and successful participation in the international marketplace; promote Washington and its businesses in the global and domestic marketplace; and facilitate and strengthen the state's international relationships.

Small Business Export Finance Center of Washington

The small business Export Finance Assistance Center of Washington (EFACW) assists in strengthening the state's economy by increasing successful international sales through the provision of transaction-specific counseling, resource referrals, and program application guidance. EFACW's scope of work includes offering counseling/technical assistance regarding the fundamentals for export financing transaction; providing information and assistance in obtaining foreign country and foreign buyer risk insurance; developing a comprehensive inventory of available federal, state, and private export financing; and assisting Washington businesses in securing export financing guarantees from the Export-Import Bank, Small Business Administration, and other public and private services.

GOVERNMENTAL OPERATIONS

International Export Promotion Program

This program promotes strategic market development and increased export of Washington products and services for Washington companies in targeted industries: building materials and wood products, medical equipment and devices, professional services, aerospace and marine, information and communications technology, and industrial machinery and manufacturing. Services are customized to company and industry need and include: 1) providing export counseling and technical assistance via group seminars and single company consultation; 2) making trade leads and referrals; 3) developing and managing trade missions; 4) providing protocol support and coordinating incoming foreign delegation visits; 5) producing foreign language marketing materials; 6) recruiting for international trade shows.

Bond Cap Allocation Program for Tax Exempt Financing Authorization

The Bond Cap Allocation Program provides authorization for tax-exempt financing through private activity bond sales for environmental protection, low- to middle-income housing, student loans, industrial development, job creation, and infrastructure facilities. Under federal tax law, the 2005 for tax-exempt private activity bonds cap for Washington state was equal to \$80 per capita (based on resident population) or \$496,303,040. This ceiling is adjusted annually in response to changes in the state's population and the IRS's cost-of-living index. The Bond Users Clearinghouse program is mandated by RCW 39.44.210 to report on the municipal debt issued by jurisdictions throughout the state. The program produces the annual General Obligation (GO) report, the bi-monthly Public Debt update, and the annual Public Debt report.

Land Use Assistance Program

The Land Use Assistance Program provides financial assistance for specific land use planning and environmental projects in addition to those required by the Washington Growth Management Act. This program includes funding for Clark County and Skamania County to provide planning and permitting services to help meet special requirements of the Columbia River Gorge National Scenic Area Management Plan. It also includes additional land use and environmental planning projects directed by the Legislature.

Community Development Block Grant (CDBG)

The Community Development Block Grant (CDBG) program administers federal funds for community facilities, water and wastewater projects, housing rehabilitation grants, economic development grants and loan programs, and community planning to counties with populations under 200,000 and cities under 50,000.

Community Mobilization Against Substance Abuse and Violence

This activity provides grants to 37 local communities to develop and implement comprehensive strategies to reduce and prevent alcohol, tobacco, other drug abuse, and violence. Community Mobilization (CM) is a science-based, best practice "The Communities That Care" ® operating system. CTED also passes through federal and state Methamphetamine Initiative funds to local contractors.

Drinking Water State Revolving Fund

The Public Works Board will invest nearly \$78 million in 50-100 communities during the biennium, generating nearly \$365 million in economic activity and sustaining 3,560 construction jobs.

Drug Prosecution Assistance Grants

The Department distributes state funds to six counties to hire special prosecutors to handle increased case loads resulting from law enforcement's targeted efforts to remove high level drug traffickers. State funds support six specially trained prosecutors to work to convict drug dealers and to recover property unlawfully acquired. Each of the 39 counties has access to these special prosecutors for technical and trial assistance. The six counties and a coordinating agent who is responsible for reporting program success to the legislature are selected by a legislatively defined committee.

Forensic Sciences Improvement

This activity provides federal grants to the five county medical examiners, county coroners, their death investigators, and the state crime laboratory to improve their capacity to conduct forensic investigation and to obtain and maintain national certification.

Governor's Council on Substance Abuse

This activity provides staff support to a 19-member council making recommendations to the Governor on statewide goals for substance abuse reduction policies, programs, and research. The council was created by executive order.

Growth Management

Growth Management Services provides technical and financial assistance on growth management issues, as required by RCW 36.70A.190, so that 320 Washington cities and counties can effectively plan for future growth and economic development. It offers grants, data, training, technical publications, direct consultation, and guidance to local governments to assist in Growth Management Act planning. It also facilitates extensive policy discussions on growth management to address stakeholder issues and provides detailed legislative support on land use planning issues.

County Public Health Funding

CTED distributes Health Services Account funds to counties and public health districts in support of a wide range of public health and safety efforts.

Local Government Fiscal Notes

The Local Government Fiscal Note program performs mandated analyses on legislation affecting local governments and prepares fiscal notes used in legislative deliberations. The program processed 657 requests in 2001 and 470 requests in 2002. This program produces more fiscal notes than any single state agency.

Municipal Research Council

CTED staffs the Municipal Research Council (MRC) which is mandated to provide cities and towns with comprehensive research services and educational programs. MRC contracts with the Municipal and Research Services Center, a private, nonprofit corporation, to provide those services.

Project Safe Neighborhoods

Project Safe Neighborhoods is a federally-funded program to reduce violence by networking existing local programs that target gun crime. CTED funds six projects to hire prosecutors and investigators, deter juvenile crime, and promote public outreach efforts to reduce gun violence.

Public Works Trust Fund

The Public Works Trust Fund finances the repair and expansion of infrastructure systems for local governments. Staff provide technical assistance to local governments and award grants to finance projects. The successful execution of these contracts assists local governments in implementing their capital facility plans and ensuring that their systems comply with regulations, meet standards, and respond to the demands of local residents. The Trust Fund's investment will be matched by an equal amount of local funds.

Residential Substance Abuse Treatment

The Residential Substance Abuse Treatment in State Prisons and Local Jails program (RSAT) provides federal funds to state and local corrections treatment programs to increase the number of inmates having access to substance abuse treatment while incarcerated. RSAT funds are available for inmates having sentences of six-to-twelve months at the time of entry into the program and while the inmate is under correctional control. Grant restrictions require funding of projects that meet state certification of residential treatment facilities that provide individual treatment under the supervision of state-certified CDC personnel, within the facilities where inmates are under correctional supervision, and where inmates are subject to random drug testing. Program funds cannot currently be spent on aftercare.

Small Communities Initiative

The Small Communities Initiative program provides intensive technical assistance to rural communities facing the Departments of Health (DOH) and/or Ecology (DOE) regulatory compliance issues. The technical assistance provided to the DOH and DOE selected communities assists in improving the quality of life of residents by determining the best methods of improving basic water and waste water systems and identifying funding sources to finance the required improvements.

GOVERNMENTAL OPERATIONS

Drug Control and System Improvement Grants

The Justice Assistance Grant program (JAG) provides federal funding to local governments, other state agencies, and non-profit organizations for improvements to the criminal justice system. Funding for local governments supports 20 multi-jurisdictional drug interdiction initiatives; drug courts; youth violence prevention and intervention; domestic violence legal advocacy; violent crime victims advocacy; criminal history records improvement; and a tribal law enforcement summit or regional coordination meetings. Funds are also provided for State Patrol participation in regional drug interdiction efforts and for support of the Governor's Council on Substance Abuse. Federal legislation requires that a substantial portion of the JAG funds be allocated to local governments, as well as, an assessment of every program funded with JAG dollars.

Community Projects

This activity administers funding for projects that address a variety of community, environmental, economic enhancement, and recreational needs identified by the Legislature.

Asset Building for Working Families

Authorized by RCW 43.31.450-485, this program provides opportunities and incentives for families to save, acquire and preserve assets. Individual Development Accounts (IDAs) contracts with providers and uses savings account matching funds to help low and moderate income residents save and make major asset purchases like a home, higher education and small business. Additionally, CTED promotes the Earned Income Tax Credit (EITC) to increase the 'take-up' rate by supporting expansion and improved coordination of existing volunteer tax prep networks and aggressively marketing the EITC. Asset building services include training and promotion of financial literacy, increased banking rates and smart, lower cost borrowing decisions.

Other Statewide Adjustments

This item reflects proposed compensation and other adjustments that were not allocated to individual agency activities. The agency will assign these costs to the proper activities after the budget is enacted.